

DISCLOSURE

FOR CASES WITHOUT CHILDREN

YOU CAN USE THIS PACKET IF ALL THIS IS TRUE:

- A Petition and Response have been filed in your court case for divorce or legal separation without children.

Before signing a court document or getting involved with a court case, it's important to see an attorney to make sure you understand your legal rights and responsibilities. The Self-Help Center has information on finding an attorney.

INSTRUCTIONS

**STEP 1: BY 40 DAYS AFTER THE RESPONSE IS FILED:
COMPLETE STEPS 2 THROUGH 6**

If you have a Resolution Management Conference or Temporary Orders hearing scheduled: Make sure you complete Steps 2 through 6 by the deadlines listed in the court order that scheduled your court date.

**STEP 2: MEET WITH THE OTHER PARTY, IN PERSON OR BY PHONE, AND
TRY TO AGREE ON THE ISSUES IN THE CASE**

If there has been domestic violence between you and other party: Skip this step.

STEP 3: FILL OUT THE PROPOSED RESOLUTION STATEMENT

**STEP 4: IF YOU OR YOUR SPOUSE ASKED FOR SPOUSAL SUPPORT:
FILL OUT THE AFFIDAVIT OF FINANCIAL INFORMATION**

Otherwise, skip this form.

STEP 5: FILL OUT THE DISCLOSURE STATEMENT

**STEP 6: FILE THE FORMS – BUT NOT THE ATTACHMENTS – WITH THE
COURT**

File the following with the court:

- ☐ Proposed Resolution Statement
- ☐ Disclosure Statement – but do not file any attachments (like bank statements and W-2 forms)

Take or mail the original and two copies to the Clerk's Office in the Coconino County Courthouse at 200 N. San Francisco St., Flagstaff, AZ 86001.

The Clerk will stamp your copies with the filing date and return them to you for your records. If you file by mail, include a self-addressed, stamped envelope and a note asking the Clerk to return the date-stamped copies to you.

STEP 7: DELIVER THE FORMS TO THE OTHER PARTY

Mail or hand-deliver the following to the other party (if the other party has an attorney, deliver them to the attorney):

- ☐ A copy of the Proposed Resolution Statement
- ☐ A copy of the Disclosure Statement, with any attachments

[] Affidavit of Financial Information, if applicable

**STEP 8: IF YOU AND THE OTHER PARTY COME TO AGREE ON EVERYTHING:
USE THE LAW LIBRARY PACKET CALLED *CONSENT DECREE***

**STEP 9: IF YOU AND THE OTHER PARTY STILL DO NOT AGREE ON EVERYTHING:
USE THE LAW LIBRARY PACKET CALLED *FINISHING A CASE: A RESPONSE WAS FILED: THE OTHER PARTY WON'T SIGN***

Person Filing: _____
Mailing Address: _____
City, State, Zip: _____
Phone Number: _____
Representing Self _____

SUPERIOR COURT OF ARIZONA, COUNTY OF COCONINO

Petitioner's Name on the Petition for divorce or legal separation: _____ Case Number: DO _____

PROPOSED RESOLUTION
STATEMENT

Respondent's Name: _____

I am the ☐ Petitioner or ☐ Respondent.

SPOUSAL SUPPORT:

I want spousal support as follows.

☐ The other party agrees.

☐ Neither party is entitled to spousal support.

☐ Award ☐ me or ☐ my spouse \$_____ per month in spousal support from the other party beginning the first day of the month after the Decree is signed. Order that payments be made by the first day of each month thereafter and continue until the receiving party is remarried or deceased or until _____, whichever is sooner.

PROPERTY AND DEBTS:

Community property and debts should be divided and separate property and debts should be confirmed as listed ☐ below ☐ in the Petition ☐ in the Response.

☐ The other party agrees.

Community Property:

	Value	Petitioner	Respondent
Real Estate:			
Address: _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Legal Description: _____			
Address: _____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Legal Description: _____			

Community Property:

Bank Accounts:

*Enter the name on the account and the account description
(for example, "savings").*

	Value	Petitioner	Respondent
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

Motor Vehicles:

Make: _____

Model: _____

Lienholder: _____

Last Four Digits of VIN: _____

Make: _____

Model: _____

Lienholder: _____

Last Four Digits of VIN: _____

Employment Benefits:

*Examples: 401K, retirement accounts, pensions.**Enter name on the account and the fund name.*

_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

Other Community Property:

☐ The parties have already divided all community property not listed above, and I ask the court to confirm that division, except as follows.

	Value	Petitioner	Respondent
Household Furniture and Appliances:			
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
Other:			
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

	Value	Petitioner	Respondent
Community Debts:			
<i>Enter the name on the account, creditor, and description</i>			
<i>(for example, "credit card").</i>			
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

Separate Property:

_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

Separate Debts:

_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>
_____	\$ _____	<input type="checkbox"/>	<input type="checkbox"/>

Each party shall pay all debts unknown to the other party. Each party shall pay his or her debts forward from the date the Petition was served on Respondent. This Decree can be used as a transfer of title and can be recorded. Parties shall sign all documents necessary to complete all transfers of title ordered in this Decree, such as for motor vehicles, houses, and bank accounts. The parties shall transfer all real and personal property to the other party as ordered within 10 calendar days after the judge signs the Decree.

ATTORNEY'S FEES:

If the case is settled today, I want the court to order attorney's fees as follows.

☐ The other party agrees.

☐ Each party to pay his or own attorney's fees and costs.

☐ Petitioner to pay the other party \$_____ for attorneys' fees and costs within _____ days.

☐ Respondent to pay the other party \$_____ for attorneys' fees and costs within _____ days.

NAME CHANGE:

Restoration of Former Name (for Divorce cases only):

Restore me to my former name of _____

OTHER ISSUES:

I believe the following other issues must be resolved to fully settle this case:

SETTLEMENT:

The above statements are true upon my best information and belief and I am willing to settle and resolve this case based on that information. I will be prepared to show documentation to support my position at the time of the conference or hearing.

Date: _____

Signature: _____

Name of Person Filing: _____
Mailing Address: _____
City, State, Zip: _____
Phone Number: _____
Representing Self _____

SUPERIOR COURT OF ARIZONA, COUNTY OF COCONINO

Petitioner's Name on the Petition that started this case: _____ Case Number: DO _____

**AFFIDAVIT OF FINANCIAL
INFORMATION**

Respondent's Name: _____

I am the ☐ Petitioner or ☐ Respondent

INSTRUCTIONS:

DON'T LEAVE ANYTHING BLANK: If a question doesn't apply, write "NA" for "not applicable".
If you don't know the answer or are guessing, say that.

Round all amounts to the nearest dollar.

If there's not enough room for your answers, attach more paper.

After completing the form, **file the following with the court:**

- ☐ Affidavit of Financial Information
- ☐ Copies of your two most recent pay stubs
- ☐ If you're court-ordered to pay child support or arrears for children of other relationships: Proof of your payments over the last 12 months

And **give copies of the following to the other party:**

- ☐ Affidavit of Financial Information and any attachments
- ☐ Proof of your year-to-date income from all sources, including your two most recent pay stubs
- ☐ Complete copies of your federal income tax returns for the last three years with all schedules and attachments
- ☐ Your W-2 and 1099 forms from all sources of income for the last three years
- ☐ If you are self-employed, a member of a partnership, or a shareholder of a closely held corporation: Complete copies of the business federal income tax returns for the last three years with all schedules and attachments

Are you sending copies of the items listed above to the other party? ☐ Yes ☐ No. If No, why not?

OATH:

I've read this Affidavit. The facts and financial information in it are true and correct. I understand that it might be perjury if I list false information. I understand that if I leave anything blank or list wrong information, the judge might order sanctions against me, including fees and expenses under Rule 31, Arizona Rules of Family Law Procedure.

Date: _____ My Signature: _____

GENERAL INFORMATION:

My Name: _____ Birthdate: _____

Current Address: _____

Last date that I and the other party lived together: _____

For married or divorced parties:

Date of Our Marriage: _____

Our divorce is ☐ pending or ☐ final. If final: Date of Divorce: _____

Children: These are all the children who are under 18 and are my and the other party's biological or adopted children:

Name	Birthdate	Last 4 Digits of Social Security Number

Household: These are all the people who live in my household:

Name	Relationship to Me	Birthdate	Gross Monthly Income

Other People I Support: These are all other people who I support and who are not already listed above:

Name	Relationship to Me	Age	Lives with Me? (Y/N)	I'm Court-Ordered to Support Them? (Y/N)

Attorney's Fees: Attorney's fees I've paid in this case: \$ _____

Where I got the money to pay those fees: _____

Employment:

My job/occupation/profession/title: _____

My current employer's name: _____

Current employer's address: _____

Date current employment began: _____

How often I'm paid: ☐ Weekly ☐ Every other week ☐ Monthly ☐ Twice a month

☐ Other: _____

If I'm not working, it's because: _____

Previous employer's name: _____

Previous employer's address: _____

Previous job/occupation/profession/title: _____

Date previous job began: _____ Date previous job ended: _____

Why I left previous job: _____

Gross monthly pay at previous job: \$ _____

Total gross income from last three years' tax returns:

Year _____ \$ _____ Year _____ \$ _____ Year _____ \$ _____

My total gross income from January 1 of this year to the date of this Affidavit: \$ _____

Education/Training:

	School Name	# of Years There	Last Year There	Degree Earned
High School				
College				
Post-Graduate				
Occupational Training				

INCOME:

Gross Monthly Income:

What to list: List all income you receive from any source, whether private or governmental, taxable or not. List all income payable to you individually and all non-wage income payable jointly to you and your spouse.

Monthly average: Use a monthly average for items that change from month to month.

Monthly total for weekly or biweekly income: Multiply weekly income by 4.33 to get the monthly total. Multiply income received every other week by 2.165 to get the monthly total.

Gross monthly salary/wages \$ _____

Rate of Pay: \$ _____ per ☐ hour ☐ week ☐ month ☐ year

Expenses my employer pays for:

Include all amounts your employer reimburses you for, including travel for work and to distant job sites, per diem, and living expenses for time spent at another job site.

 Automobile provision or allowance..... \$ _____

 Auto expenses, such as gas, repairs, and insurance \$ _____

 Lodging \$ _____

 Other (explain): _____ \$ _____

Commissions/Bonuses \$ _____

Tips \$ _____

Self-employment income \$ _____

Social Security benefits..... \$ _____

Worker's compensation and/or disability income \$ _____

Unemployment compensation \$ _____

Gifts/Prizes..... \$ _____

Spousal support (alimony) payments from a previous marriage \$ _____

Rental income (net after expenses) \$ _____

Contributions to household living expenses by others \$ _____

Other (explain): *Include dividends, pensions, interest, trust income, annuities, etc.* _____ \$ _____

_____ \$ _____

Total Gross Monthly Income: \$ _____

Monthly child support I receive for my children from other relationships who live with me:
\$ _____

Self-Employment:

Fill out this section if: Fill out this section only if you are self-employed, a member of a partnership, or a shareholder of a closely held corporation.

Business name: _____

Business address: _____

Business phone number: _____

Type of business entity: _____

State and date of incorporation/formation: _____

Nature of my interest: _____

Nature of business: _____

Percent ownership: _____

Number of shares of stock: _____

Total issued and outstanding shares: _____

Gross sales/revenue over the last 12 months: _____

EXPENSES:

Monthly Expenses for Children We Have in Common:

Fill out this section if: Fill out this section only if you and the other party have biological or adopted children together under age 18 or 18 and still in high school.

What to list: List only expenses that you pay yourself for those children.

Future expenses: If you list an expense you think you'll have in the future but don't have now, put an asterisk () next to the amount.*

Health Insurance:

Total monthly cost \$_____

Premium cost to insure just me and not the children: \$_____

Premium cost to insure just the children and not me: \$_____

You must list these premium costs. You can get them from your Human Resources Department.

Names of all people covered by my insurance:

Name of insurance company and Policy/Group Number:

Do you have health insurance available to you? ☐ Yes ☐ No

If Yes, are you enrolled in that insurance? ☐ Yes ☐ No

Dental/Vision Insurance:

Total monthly cost \$_____

Premium cost to insure just me and not the children: \$_____

Premium cost to insure just the children and not me: \$_____

You must list these premium costs. You can get them from your Human Resources Dept.

Names of all people covered by my insurance:

Name of insurance company and Policy/Group Number:

Unreimbursed Medical And Dental Expenses:

This is the cost to you that insurance doesn't reimburse.

Co-payments \$ _____
Drugs and medical supplies \$ _____
Other (*explain*): \$ _____

Total A: Total Of Health Insurance, Dental/Vision Insurance, And Unreimbursed Medical And Dental Expenses:	\$ _____
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Employer Pretax Program:

Do you participate in an employer program for pretax payment of child care expenses ("Cafeteria Plan")? ☐ Yes ☐ No

Child Care Costs:

Total monthly child care costs (*do not include amounts that DES pays*) \$ _____

Names of children receiving child care and cost per child:

Name: _____ \$ _____
Name: _____ \$ _____
Name: _____ \$ _____
Name: _____ \$ _____

Child care providers:

Name	Address

Extraordinary Expenses:

Monthly amount of extraordinary expenses for gifted or handicapped children (*explain*): \$ _____

Total B: Total Of Child Care Costs and Extraordinary Expenses	\$ _____
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Monthly Expenses From Other Relationships:

Court-Ordered Support For Children Of Other Relationships:

These are all the children under age 18, or 18 and still in high school, who I support or who live with me and who are not the other party's children:

Name	Relationship to Me

Monthly amount of child support I'm court-ordered to pay for children of other relationships \$ _____

Monthly amount of arrears I'm court-ordered to pay for children of other relationships \$ _____

Monthly amount of that child support and those arrears that I actually paid over the last 12 months: \$ _____

Court-Ordered Spousal Support (Alimony) From Previous Marriages:

Monthly amount of court-ordered spousal support I actually pay to spouses from previous marriages \$ _____

Total C: Total Of Expenses From Other Relationships \$ _____

My Monthly Expenses:

Fill out this section if: Fill out the "My Monthly Expenses" section only if either party asked for any of the following:

- spousal support
- temporary division of bills
- attorney's fees and costs
- deviation from the child support guidelines
- enforcement of previous court orders

What to list: List your own expenses. Do not list expenses for the other party or for children who live with the other party unless you are paying those expenses yourself.

Monthly average: Use a monthly average for items that change from month to month.

Future expenses: If you list an expense you think you'll have in the future but don't have now, put an asterisk (*) next to the amount.

Housing:

House payment:
First mortgage \$ _____
Second mortgage \$ _____
Homeowners association fee \$ _____
Rent \$ _____
Repair and upkeep \$ _____
Yard work/Pool/Pest control \$ _____
Insurance and taxes not included in house payment \$ _____
Other (explain): _____ \$ _____

Total Housing Expenses: \$ _____

Utilities:

Water, sewer, and garbage \$ _____
Electricity \$ _____
Gas \$ _____
Telephone \$ _____
Mobile phone/pager \$ _____
Internet provider \$ _____
Cable/Satellite television \$ _____
Other (explain): _____ \$ _____

Total Utilities Expenses: \$ _____

Food:

Food, milk, and household supplies \$ _____
School lunches \$ _____
Meals outside the home \$ _____

Total Food Expenses: \$ _____

Clothing:

Clothing for me \$ _____
Uniforms or special work clothes \$ _____
Clothing for children living with me \$ _____
Laundry and dry-cleaning \$ _____

Total Clothing Expenses: \$ _____

Transportation:

Car insurance \$ _____
These are all the cars and people covered by that insurance:

Car payment \$ _____
Car repair and maintenance \$ _____
Gas and oil \$ _____
Bus fare/parking fees \$ _____
Other (*explain*): \$ _____

Total Transportation Expenses: \$ _____

Miscellaneous:

School and school supplies \$ _____
School activities or fees \$ _____
Children's extracurricular activities..... \$ _____
Church/contributions..... \$ _____
Newspapers, magazines, and books..... \$ _____
Barber and beauty shop..... \$ _____
Life insurance (beneficiary's name: _____) \$ _____
Disability insurance \$ _____
Recreation/entertainment \$ _____
Children's allowances \$ _____
Union/Professional dues \$ _____
Voluntary retirement contributions and savings deductions..... \$ _____
Family gifts \$ _____
Pet expenses \$ _____
Cigarettes \$ _____
Alcohol..... \$ _____
Extraordinary expenses for you (*list any unusual expenses for yourself that are unique to your family and not listed anywhere else on this form*): \$ _____

Total Miscellaneous Expenses: \$ _____

Total D: Total Of Housing, Utilities, Food, Clothing, Transportation, and Miscellaneous Expenses	\$ _____
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Other Debts:

List all debts and installment payments you currently owe and are paying that are not already listed above.

Creditor Name	Purpose of Debt	Unpaid Balance	Amount of Last Payment	Date of Last Payment	Minimum Monthly Payment

Total E: Total Of Minimum Monthly Payments for Other Debts \$_____

Total of All Monthly Expenses *(Add together Totals A, B, C, D, and E, and enter the total here)*..... \$_____

***When you file this with this court, do not include any of the enclosures or attachments.
Those just go to the other party.***

Person Filing: _____
Mailing Address: _____
City, State, Zip: _____
Phone Number: _____
Representing Self _____

COCONINO COUNTY SUPERIOR COURT

Petitioner's Name on the Petition for divorce,
legal separation, or parenting time:

Case Number: DO _____

DISCLOSURE STATEMENT

Respondent's Name:

For Cases Without Children

My Name: _____

Today's Date: _____

Witnesses: I plan to bring these witnesses if there's a trial in this case:

Name: _____

Phone Number: _____

Address: _____

Detailed Summary of What They'll Say in Court:

Name: _____ Phone Number: _____

Address: _____

Detailed Summary of What They'll Say in Court:

Expert Witnesses: I plan to bring these expert witnesses if there's a trial in this case:

Name: _____ Phone Number: _____

Address: _____

What Makes Them an Expert: _____

Detailed Summary of What They'll Say in Court:

Have they prepared a report about what they'll say? ☐ Yes ☐ No

Name of Person Who Has the Report: _____

Address of Person Who Has the Report: _____

Name: _____ Phone Number: _____

Address: _____

What Makes Them an Expert: _____

Detailed Summary of What They'll Say in Court:

Have they prepared a report about what they'll say? ☐ Yes ☐ No

Name of Person Who Has the Report: _____

Address of Person Who Has the Report: _____

Spousal Support:

Did you or your spouse ask for spousal support? ☐ Yes ☐ No

If Yes, I'm enclosing the following:

- A completed Affidavit of Financial Information.
- Proof of my income from all sources, including complete tax returns, W-2 forms, 1099 forms, and K-1 forms, for the past two completed calendar years, and year-to-date income information for the current calendar year, including, but not limited to, year-to-date pay stub, salaries, wages, commissions, bonuses, dividends, severance pay, pensions, interest, trust income, annuities, capital gains, social security benefits, worker's compensation benefits, unemployment insurance benefits, disability insurance benefits, recurring gifts, prizes, and spousal maintenance.

Property:

If you and your spouse do not have any property, skip this section.

Have you and your spouse agreed in writing about how to divide your property? ☐ Yes ☐ No

If No, I'm enclosing the following:

- Copies of all deeds, deeds of trust, purchase agreements, escrow documents, settlement sheets, and all other documents that disclose the ownership, legal description, purchase price, and encumbrances of all real property my spouse or I own.
- Copies of all monthly or periodic bank, checking, savings, brokerage, and security account statements and all electronically stored information about such accounts in which any party has or had an interest during the six months before the Petition was filed and up to today.
- Copies of all monthly or periodic statements and documents showing the value of all pension, retirement, stock option (reflecting grant date, vesting, exercise price, and prior exercises), and annuity balances, including IRAs, 401(k)s, and all other retirement and employee benefits and accounts in which I or my spouse has or had an interest during the six months before the Petition was filed and up to today.
- If a claim for premarital accumulation is made as to a defined contribution plan: Copies of all monthly or periodic statements and documents showing values, contributions, withdrawals, loans, earnings, and losses from the date of marriage to today. If no monthly or quarterly statements are available during this time period, I'm enclosing the most recent statements or documents that list the information.
- Copies of all monthly or periodic statements and documents showing the cash surrender value, face value, and premiums charged for all life insurance policies in which I or my spouse has an interest

during the six months before the Petition was filed and up to today. If no monthly or quarterly statements are available for this time period, I'm enclosing the most recent statements or documents that list the information.

- Copies of all documents and all electronically stored information that might help identify or value any piece of real or personal property in which I or my spouse has or had an interest during the six months before the Petition was filed, including any documents that the party may rely on in placing a value on any piece of real or personal property.
- Copies of all business tax returns, balance sheets, profit and loss statements, and all documents and all electronically stored information that might help identify or value any business or business interest for the last two completed calendar or fiscal years and through today about any business or entity in which I or my spouse has or had an interest during the 24 months before the Petition was filed.
- A list of all items of personal property, including, but not limited to, household furniture, furnishings, antiques, artwork, vehicles, jewelry, and similar items in which I or my spouse has an interest, and an estimate of the current fair market value (not replacement value) for each item.

Debts:

If you and your spouse do not have any debts, skip this section.

Have you and your spouse agreed in writing about how to divide your debts? [] Yes [] No

If No, I'm enclosing the following:

- Copies of all monthly or periodic statements and documents and all electronically stored information showing the balances owing on all mortgages, notes, liens, and encumbrances outstanding against all real property and personal property in which I have or had an interest during the six months before the Petition was filed and up to today. If no monthly or quarterly statements or electronically stored information are available during this time period: The most recent statements or documents or electronically stored information that list the information.
- Copies of credit card statements and debt statements for all months during the six months before the Petition was filed and up to today.

Future Information and Documents:

If I learn about new or different information or documents about these topics in the future, I will mail or hand-deliver a copy of it to the other party by 30 days after I learn about it.

My Signature: _____